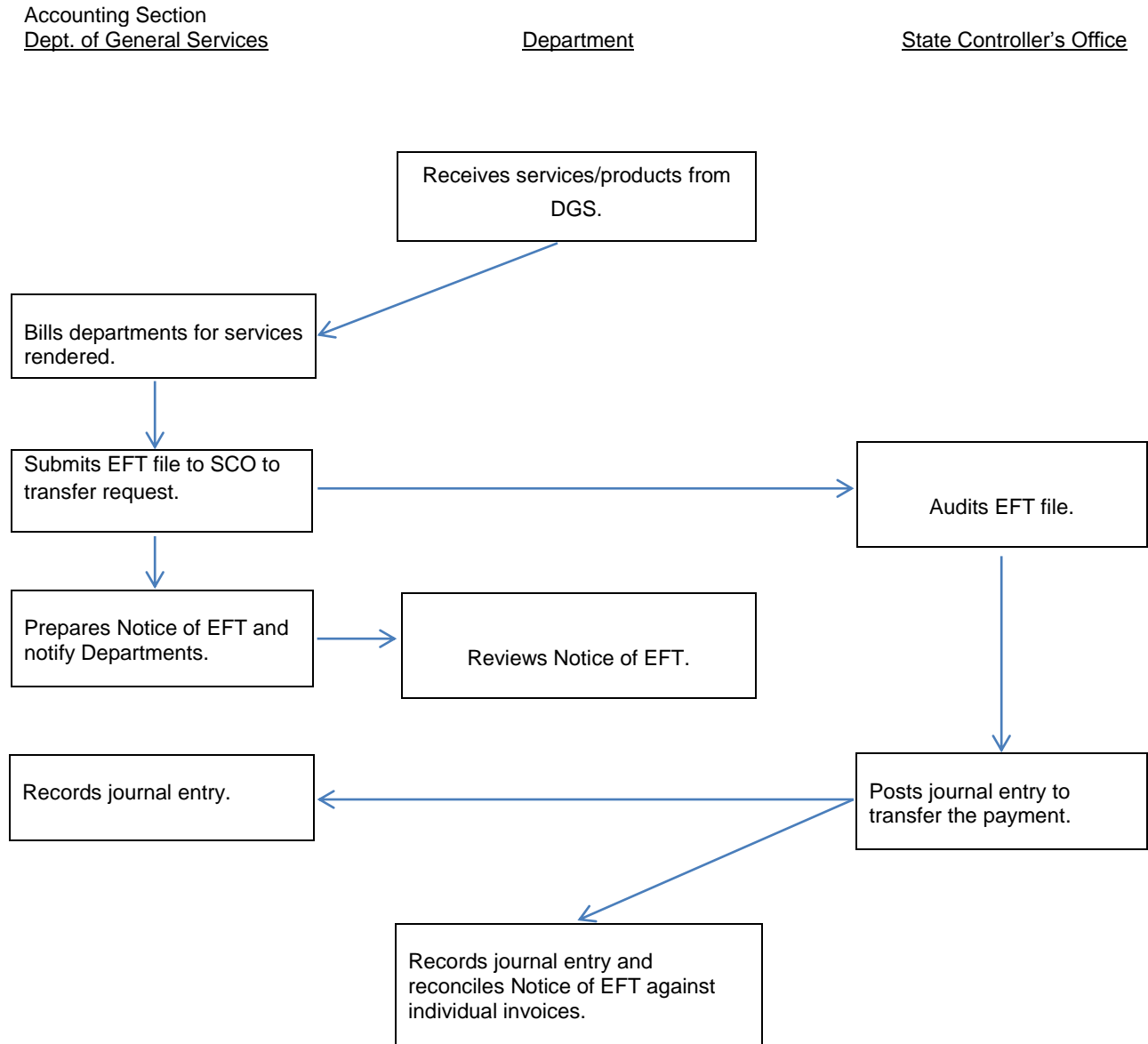


(Revised 12/13)

ELECTRONIC FUND TRANSFER (EFT) FOR
DEPARTMENT OF GENERAL SERVICES' INVOICES

NORMAL FLOW OF TRANSACTIONS



Note: If any department discovers an invoice discrepancy, the department should notify Department of General Services who will issue an adjustment or credit that will automatically be recorded in the following EFT.